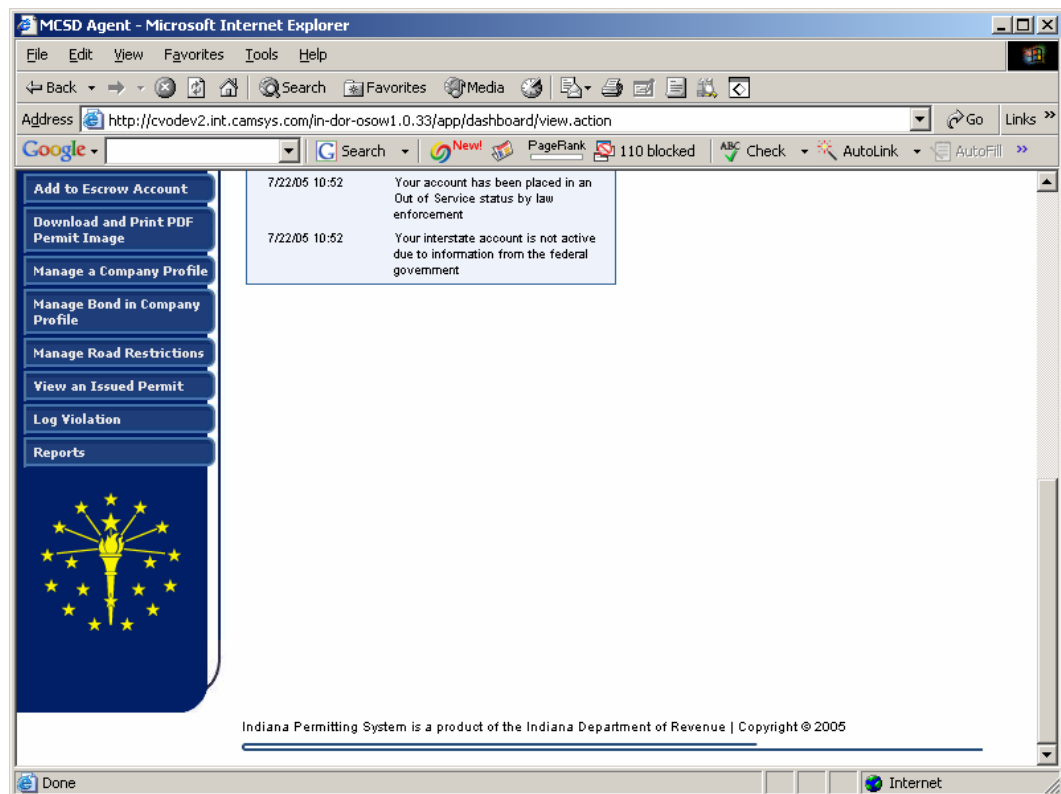


5.3 DOWNLOADING YOUR PERMIT

The system enables users to automatically download the actual permit from the system. The permit is generated by the system as a PDF file after the permit has been paid for (or deferred if a bond is in use).

Screen 1: The User's Home Page

When a PDF file has been generated, the permit is considered “issued.” To see a list of all issued permits, click on the “View Issued Permits” menu item from your home page.



If you are using a bond to defer payments, and you have submitted a permit application that the system has automatically approved, you also can get to this step by clicking on the “Download Permit” button on the auto-approval confirmation screen.

Application 2899402925 Submitted



[\[Help \]](#) [\[Manage Help \]](#)

Application 2899402925 Submitted Successfully

Thank you for applying for your permit using the Indiana Online OSW Permitting System. Your permit application was issued. The Payment was deferred to the bond on file.

You can make a payment by clicking on the "Make Payment" button below or by using the "Pay for Applications" link on the menu on the left.

To download a PDF image of your permit, click on the "Download" button or follow the "Download and Print PDF Permit Image" link on the menu.

Your transaction number is **2899402925**, please print this page for your records.

[Make Payment](#)

[Download Permit](#)

[Home](#)

Screen 2: Search Criteria Screen

If a carrier or permitting service user selects the menu option to "Download and Print PDF Permit Image," the system knows to search for that user's transactions, and skips to Screen 4.

When other users select the "Download and Print PDF Permit Image" menu option, or when any user (whether carrier, permitting service, or other user) selects the "View an Issued Permit" menu option, the system brings up a search parameters screen. The user may search using any of the following criteria:

- A specific transaction number, generated when the application was submitted (if this field is used, it is the only field that should be filled);
- The name, FEIN, or SSN of either the carrier or the permitting service;
- The issue date of the application (as a range inclusively between two dates);
- The expire date of the application (as a range inclusively between the two dates); or
- The carrier's U.S. DOT number.

View Issued Permits

Enter Search Criteria

Search by Transaction Number: 2899402925

or

Company Name:

PermitService Identification: ☒ FEIN ☐ SSN

Carrier Identification: ☒ FEIN ☐ SSN

Carrier USDOT:

Issued Between:

Start Date:

End Date:

Clear Search Criteria Search

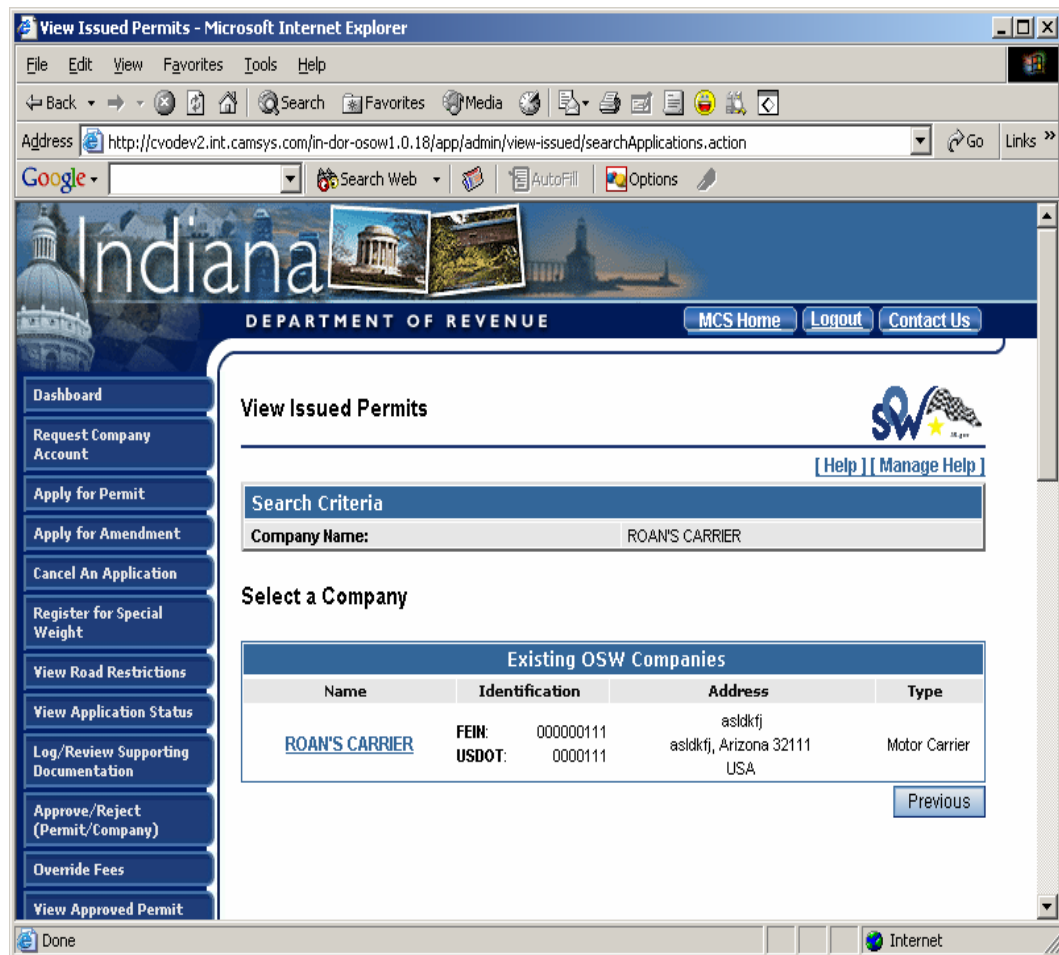
If the user is associated with a carrier, the system automatically fills in the user's carrier information in the carrier fields of the search parameters screen and filters the search to only return applications from that carrier. If the user is associated with a permitting service, the system automatically fills in the user's company information in the permitting service field and filters the search to only return applications submitted by that permitting service.

The user may continue by clicking the "Search" button. If the user wishes to change the search criteria, the user may click the "Clear Search Criteria" button.

Screen 3: Company Selection Screen

The next screen returns a table containing the set of companies that meet the search criteria. Each company in the set is shown on its own row of the table, with the company name shown as a link. The other columns of the table are the company's FEIN/SSN, the company's address, and whether the company is a carrier or a permitting service.

Click on the link for the desired company, or click the "Previous" button to change the search criteria.



Screen 4: Table of Permits

The next screen returns a table of all the permits that meet the search criteria for the company selected. The table has seven columns:

1. The transaction ID number for the permit;
2. The type of permit (e.g., “Oversize” or “Special Weight”);
3. The origin and destination of the permit (for trip permits);
4. VIN;
5. Nickname/unit number;
6. The fee collected for the permit; and
7. The start date for the permit.

ID	Permit Type Origin/Destination	VIN	Nickname /Unit Number	Fee	Start Date
2152144878	Overweight Superload ILA74 to MMA94	34590D34569037771		\$183.40	Feb 02 2006
3140483176	Overweight Superload ILA74 to MMA94	34590D34569037771		\$233.40	Jan 31 2006

The transaction number is formatted as a link. To continue, click on the transaction number for which you wish to see permit details. If you wish to change the search criteria, click the “Previous” button.

On this screen, the user also may download the “General Provisions” associated with a permit. The company must follow the relevant general provisions, and the driver must have a copy of the general provisions with the permit. Clicking on the “Download General Provisions” link opens up a PDF file with the general provisions document, in a new browser window.

Screen 5: Permit Details

Clicking on one of the ID links opens the next screen that summarizes the permit information. **THIS IS NOT THE PERMIT ITSELF**, but is provided to help the user double-check that this is the specific permit which should be downloaded. At the top of the page is a link to “Download PDF Image.” If this is the correct permit, click that link to continue. Otherwise, click the “Previous” button to return to the list of permits.

Permit Application Details

[Download PDF Image \(Generate if necessary\)](#)

Oversize/Overweight
PERMIT APPLICATION # 3968964290 **Fee: \$81.25**

**** This is not an actual OSW Permit ****

DELIVERY INFORMATION

Delivery Method	Online
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APPLICANT INFORMATION

Legal Name	ROAN'S CARRIER
Type	Carrier
FEIN	000000111
USDOT	0000111
Physical Address:	asldkfj, Arizona 32111 USA
Mailing Address:	asldkfj, Arizona 32111 USA
Phone	123-123-1234
Email	

TRAVEL INFORMATION

Trip Start Date:	Jun 20 2005
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Screen 6: Permit Image

At this point, the system checks the database to see if a PDF image already exists for this permit. If not, the system creates a PDF image. In either event, the system then opens up a new browser window and shows the PDF file in that window.

The user must have the Adobe Acrobat reader to view the image. The reader is free, and is available at <http://www.adobe.com>.

From here, the user can use their browser's print function to print an image of the permit, or can save the image to their computer so that it may be printed later, or distributed to the driver via e-mail. Please refer to your browser's help documentation for specifics on the browser's specific menu commands.

http://cvsdev2.int.camsys.com/in-dor-osow1.0.18/app/post-approval/view-issued/searchApplication - Microsoft Internet Ex...

File Edit Go To Favorites Help

Back Forward Stop Home Search Favorites Media Print Copy Paste Undo Redo 90% Options

Address http://cvsdev2.int.camsys.com/in-dor-osow1.0.18/app/post-approval/view-issued/searchApplications.action?applicationSearch... Go Links

Google Search Web AutoFill

Signatures Pages Attachments Comments

Indiana Department of Revenue
Oversize/Overweight Vehicle Permit
Permit # 2899402925

Effective From Jun 29, 2005 Until Jul 13, 2005 \$20.00

Company Information		Vehicle Information	
Issued to	ROAN'S CARRIER	VIN	1234BENN456789E
Address	asldkfj	Year	1999
City	asldkfj	Make	VOLVO
State	AZ	Plate	123 RRB
Zip	32111	State	MD
Country	USA		
Telephone	123-123-1234		
USDOT#	0000111		

Load Information		Serial Number 12456	
Load Carried	Goods	Loading Method	sideBySide
Vehicle Type	Truck		
Height	13 ft. 6 in.	Gross Weight (lbs.)	80000
Width	8 ft. 6 in.	Axle Weights (lbs.)	20000
Length	60 ft. 0 in.		20000
# Axles	4		20000

Allowable Travel

1 of 1

Done Unknown Zone